

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES EMPLOYMENT OPPORTUNITY

This Agency is charged with ensuring proper MEDICAID services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

MANAGED CARE CONTRACT ENCOUNTER ANALYST

Role Title: Program Administration Specialist II

Position # 00168

Pay Band 5, Level II - Hiring Range: \$40,959 - \$84,062

Closing Date: March 4, 2013

Challenging opportunity in the Health Care Services Division. This technical position will coordinate and monitor EDI transmissions for managed care contractors. The incumbent will also validate encounter submissions for compliance with contract requirements and current EDI and HIPAA standards, identify, analyze, and resolve EDI translation and processing issues. This position also develops performance measures to assess vendor compliance and to monitor encounter data quality. The successful candidate must have demonstrated experience with health care claims and/or encounter data. Requires strong working knowledge of current healthcare EDI processing standards, including HIPAA, X12 5010 transaction sets (837I, 837P, 834, 820), and NCPDP. Must be able to work independently and collaboratively, and have proven ability to communicate effectively, both orally and in writing, with individuals at various organizational levels. Bachelor's degree with major coursework in information systems, computer science, public health, or related field. Education/ training/ experience interchangeable.

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the Recruitment Management System (RMS) by 5:00 p.m. on the closing dates referenced above.

FAXED, E-MAILED, OR PAPER APPLICATIONS WILL NOT BE ACCEPTED

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <http://jobs.agencies.virginia.gov/applicants/Central?search=602>

DMAS: http://www.dmas.virginia.gov/ab-position_vacancies.htm

Applicants requiring assistance or needing accommodation to apply for openings should contact the DMAS receptionist for additional information.

EEO/AA/ADA